



## **Parking and Traffic Safety Committee (PTSC)**

### **MINUTES**

**Tuesday, February 9, 2021**  
**Zoom Video Conference Meeting**  
**One Twin Pines Lane**  
**Belmont, CA 94002**

COMMITTEE	Peter Brown, Public Works Director, Public Works Department
MEMBERS	Leticia Alvarez, City Engineer, Public Works Department
PRESENT	Justin Lai, Associate Engineer, Public Works Department
	Brandon Tyler, Public Works Services Manager, Public Works Department
	Kevin Ortiz, Administrative Assistant, Public Works Department
	Cpl. Milana Jordan, Police Department
	Robert Marshall, Fire Marshal, San Mateo Consolidated Fire Department
	Melinda Martin, Fire Inspector, San Mateo Consolidated Fire Department

### **I. Introduction**

Associate Engineer Lai called the meeting to order at 2:00 P.M., and each committee member provided self-introductions. Associate Engineer Lai provided a brief introduction and overview of the City of Belmont Parking and Traffic Safety Committee (PTSC) Meeting Agenda, which included the following items:

Item #1 – Parking Restrictions at 575 Ralston Avenue

Item #2 – Removal of Parking Restrictions on Hill Street

Item #3 – Parking Restrictions at 1601 El Camino Real

### **II. Item #1 – Parking Restrictions at 575 Ralston Avenue**

Associate Engineer Lai stated that the Parking and Traffic Safety Committee (PTSC) is considering the designation of parking restrictions at 575 Ralston Avenue. Specifically, the proposed parking restrictions entail the installation of red curb and removal of three parking stalls near 575 Ralston Avenue. These parking restrictions would improve traffic safety by removing the obstruction to the existing bike lane on Ralston Avenue.

In concurrence with Fire Inspector Martin of the San Mateo Consolidated Fire Department, Cpl. Jordan indicated that the Police Department does not have any comments nor objections pertaining to the parking restrictions designation at 575 Ralston Avenue.

Associate Engineer Lai stated that the PTSC has not received any public comments or communications pertaining to this item.

Director Brown commented that signage in addition to red curb installation should be considered. The Public Works Operations Division will follow up and install appropriate signage and/or red curb taking into account long-term maintenance considerations once approved by the City Council.

City Engineer Alvarez indicated that the PTSC will move forward with recommending the parking restrictions designation at 575 Ralston Avenue for Council's consideration at a future City Council meeting.

### **III. Item #2 – Removal of Parking Restrictions on Hill Street**

Associate Engineer Lai stated that the PTSC received correspondence from residents, requesting the removal of parking restrictions along Hill Street. Specifically, the residents are requesting the removal of existing two-hour parking restrictions on Hill Street.

Lindsey Passmore and Jonathan Buck, Belmont residents who reside on Hill Street, commented that high population density and traffic volume in addition to a limited availability of parking spaces, both on-street and off-street (apartment complexes typically only allow one parking stall per apartment unit, and residents tend to own more than one vehicle), contribute to challenges and parking issues. Ms. Passmore and Mr. Buck also described challenges pertaining to being required to constantly relocate their vehicles to comply with the existing two-hour on-street parking restrictions. In addition to the removal of parking restrictions, Ms. Passmore suggested establishing residential permit parking for residents.

Fire Inspector Martin confirmed that the street is an appropriate width for emergency vehicles and stated that the San Mateo Consolidated Fire Department does not have any objections to the proposed removal of parking restrictions at the location.

Cpl. Jordan stated that the Police Department does not object to the proposed removal of parking restrictions on Hill Street.

As an interim step, Director Brown recommended amending parking restrictions from two-hour to four-hour parking restrictions. After further discussion, Director Brown stated that the Public Works Department supports the request to remove the existing two-hour parking restrictions at this time and will reevaluate conditions post-pandemic while also taking into account Caltrain ridership and riders who may park their vehicles on Hill Street as well as in the surrounding area.

Furthermore, Director Brown commented that the Hill Street and the surrounding area is subject to review as part of the Downtown Belmont development in accordance with the adopted Belmont Village Specific Plan (BVSP). As a result, the Public Works Department and Community Development Department reserve the right to amend and/or reinstate parking restrictions if warranted.

Based on the discussion, Associate Engineer Lai stated that the PTSC will move forward with recommending the removal of parking restrictions on Hill Street for Council's consideration at a future City Council meeting. Public notice of the items will be issued to property owners and residents in the area when agendaized on a future City Council Meeting Agenda.

### **III. Item #3 – Parking Restrictions at 1601 El Camino Real**

Associate Engineer Lai stated that the PTSC received a request for the designation of parking restrictions at 1601 El Camino Real. Specifically, the proposed parking restrictions entail the installation of red curb near the driveway at 1601 El Camino Real. These parking restrictions would improve visibility and sight distance.

Andrew Freeman, representative of a business at 1601 El Camino Real, expressed concerns regarding poor visibility and sight distance when cars are parked adjacent to the driveway, particularly for traffic exiting the parking lot and turning right onto northbound El Camino Real. According to Mr. Freeman, these poor visibility issues are caused by a recent increase in parked cars on El Camino Real, which makes it challenging to merge onto El Camino Real, which typically contains a high-volume of traffic.

Associate Engineer Lai concurred with the request to install red curb at this location and commented that this action would be consistent with similar existing red curb installed near driveways in the area.

Cpl. Jordan and Fire Inspector Martin confirmed that the Belmont Police Department and the San Mateo Consolidated Fire Department did not have any concerns pertaining to this item.

City Engineer Alvarez indicated that the PTSC will move forward with recommending the designation of parking restrictions at 1601 El Camino Real.

### **IV. Adjournment**

The meeting was adjourned at 2:27 P.M., and the PTSC will move forward with recommending the items to the City Council. Public notice of the items will be issued when agendaized on a future City Council Meeting Agenda.